

Case-4080

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19 May 1959

MEMORANDUM FOR: SSA/DDS

25X1A9a

ATTENTION : Mr. [REDACTED]

SUBJECT : Proposed Book Dispatch, "Emergency PSAS Loan Procedure"

1. If the subject paper is approved, we agree that a book dispatch is preferable to issuance of a publication in the regulatory system.

2. Our comments are as follows:

a. Paragraph 1 - Substitute "Organization" for KUBARK".

25X1A

b. Paragraph 2 - The meaning of "or independent installations" is not clear; deletion is recommended. This appears to be a reversion to terminology such as used to be used in field publications, i.e., [REDACTED] other officials reporting directly to headquarters. Field publications, and this dispatch, are directed to "Chiefs of Stations and Base".

c. Paragraph 3.a. - Substitute "our country" for "United States".

25X1A

d. Paragraph 5 - Are only contract agents excluded? Former [REDACTED] stated with regard to Credit Union and Welfare Funds:

"Military personnel on overt active duty with the Organization normally continue to have access to such welfare funds as are administered through their parent services. They should be advised to use these if required."

"KUBARK personnel on duty overseas with other ODYOKE agencies will not ask for assistance from welfare funds available in those organizations, but will follow the procedures set out above."

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e. Paragraph 6 - Is a cable really necessary? Note that the last sentence of paragraph 7 indicates the belief that over-obligation of funds is considered to be unlikely. X

f. Paragraph 6 - The last sentence seems to imply that PSAS funds could be authorized for travel of other than employees. Should this sentence perhaps read: "Lastly, if the employee is returning to our country and will visit headquarters . . . ." X

g. Attachment - General - Aside from the financial reporting provisions, the attachment is almost completely a repetition of what has already been said in the dispatch itself. The paper would be briefer, and equally if not more effective, if the contents of the attachment were combined with the text of the dispatch itself. X

h. Attachment - Paragraph 2 - The second sentence seems somewhat contradictory of the first. X

i. Attachment - Paragraph 5.b. -

25X1A2d2

(1) [REDACTED] dispatches are addressed as normally, not to the Director of Personnel. Use of the indicator assures that the action copy goes directly to Personnel upon receipt in Registry, a copy going at the same time to the Division concerned.

25X1A2d2

(2) If a dispatch warrants the use [REDACTED] or TOP SECRET, [REDACTED] may not be used. 25X1A

(3) The use of both general and specific subjects is no longer required; the dispatch form provides a space identified only as "Subject".

(4) In view of the above, recommend that this paragraph be revised to read:

"b. Report to Headquarters for the PSAS

A full explanation of the situation, basis of the decision to loan PSAS funds under this special authority, and explanation of method of repayment (including an application for a Credit Union loan or long-term PSAS loan or grant, if appropriate) shall be forwarded promptly to headquarters

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by a dispatch bearing the indicator [REDACTED]  
The subject of the dispatch should be "PSAS Loan".  
It should reference the [REDACTED] dispatch, described  
below, which transmits financial documentation."

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25X1A2d2

j. Attachment - Paragraph 5.c. - Both general and specific  
subjects are no longer required - see above.

k. Attachment - Paragraph 5.c. - Recommend that Mr. [REDACTED]  
review the accounting provisions stated to be sure they are  
appropriate and do not involve any unnecessary correspondence or  
procedures.

25X1A9a

l. Believe that coordination should include Central Cover  
Division.



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